

~~SECRET~~
Security Information

FORMAT FOR PROMOTION RECOMMENDATIONS

1. Date:
2. Name:
3. Title of Position:
4. Present Grade: (including in-grade step promotions)
5. Date of Last Promotion:
6. Time in Grade:
7. Grade to Which Promotion is Recommended:
8. EOD Date CIA:

 Indicate Office, Division, EOD Grade, Positions Held:
9. EOD Date TR(S):

 Indicate assignments held in TR(S), and manner of performance in previous assignments, if known:
10. Brief Description of Duties in Present Assignment:
11. Brief Statement of Manner of Performance and Time in Present Assignment:
12. CIA Training Received and Training Evaluation by Course, if applicable:
13. Indicate Growth Potential in TR(S), and/or the clandestine services:
14. Any other Considerations:
15. Signature: _____; Title of Supervisor: _____

16. STAFF OR DIVISION CHIEF ENDORSING RECOMMENDATION:
 1. Present T/O Position Number of Person Recommended for Promotion:
 2. T/O Position Number and Grade for which Person is Recommended:
 3. Concurrence or Dissenting Comment:
 4. Signature _____ Title _____ Date _____